

WEST LAKELAND TOWNSHIP

Regular Meeting

July 9, 2012

7:00 p.m.

Oak-Land Jr. High School

Present: Chairman Dan Kylo, Supervisor Steve Ebner, Supervisor Dave Schultz, Sue Agrimson, Clerk; Marsha Olson, Treasurer; Frank Ticknor, Township Engineer; Scott McDonald, Attorney; Duane Stensland, Building Inspector; Dave Dupay, Planning Commission Chair

Call to Order

Chairman Dan Kylo called the meeting to order at 7:00 PM, July 9, 2012.

Approval of the Minutes

Supervisor Ebner moved to approve the minutes of the June 2012 regular meeting with minor corrections. Seconded by Supervisor Schultz, the motion carried.

Treasurer's Report

The treasurer's report reflects the receipt of the first half of the property taxes, \$236,000. Ms. Olsen raised the issue of changing policies at Central Bank which require that funds be moved to another facility. It was determined to move the excess funds to Bremer Bank. Supervisor Schultz moved to approve the report as presented, seconded by Supervisor Ebner. The motion carried.

Review Invoices

Supervisor Schultz moved to approve and pay the invoices presented for payment. Seconded by Supervisor Ebner, the motion carried.

Home Occupation Request, 2270 Neal Avenue.

Christopher and Christelle Hagen appeared before the board to operate an online second hand book selling business at 2270 Neal Avenue. They have owned the business for the past several years, and wish to move from their Stillwater location. The business does occasionally have one or two customers per day on site to view the books. Books are distributed through the postal service or UPS. In the current location, the business has 3 full time and 3 part time employees, which is above the number of employees allowed at a home based business under the current ordinance. The use of the property as a bookseller was discussed, to determine if the nature was retail, which is not allowed under the ordinance. The intent of Mr. and Mrs. Hagen is to have a family business and hobby farm on the site. Mr. Kevin Sandstrom, representing the current owners of the property, brought forth the opinion that the business was similar in nature, traffic types, and activity to the allowed uses, that the bookseller would be an appropriate use. The board discussed the use and the number of employees. Mr. Hagen modified the request to reflect a single employee, set the hours of operation from 9 to 5 Monday to Saturday, and a limit of two on site retail transactions per day over a 30 day period, measured by the number of vehicles entering the property. Chairman Kylo moved to authorize the permit and allow for signature outside the meeting, with the restriction of 2 on site retail transactions per day over a 30 day period, measured by the number of vehicles on the property to view or buy books. Seconded by Supervisor Ebner, the motion carried.

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O’Ryan Trail Improvement Project

Mr. Ticknor presented the updated status of the O’Ryan Trail project. All contract documents have been executed, and work should start shortly. A letter will be forwarded to the impacted residents with the construction schedule. Work is expected to be completed in approximately three weeks.

Seal Coat Project

The preconstruction meeting was held on June 26th, with Allied Blacktop, to be completed on July 17th.

Miscellaneous Engineering Items

The low bidder for drainage improvement was Mr. Bob Lind. He will be awarded the contract pending receipt of insurance documentation. 22nd Street will be striped prior to the bridge closure in September. Chairman Kylo will confirm the traffic count study is programmed for that time.

Other Business

Supervisor Schultz spoke to the resident posting on street signs, and he did agree to replace the damaged signs. Supervisor Schultz will put together a comprehensive order

The board discussed how the code red notification system could be used by the township. The board referred the issue to the planning commission to develop a policy recommendation.

A draft request for proposal for recycling services to be shared by Baytown and West Lakeland Township was proposed. Chairman Kylo will follow up with Baytown.

The August meeting was changed to August 6, 2012 to accommodate scheduling conflicts.

Adjourn

Having no further business, Supervisor Schultz moved to adjourn the meeting. Seconded by Supervisor Ebner, the motion carried. The meeting was adjourned by Chairman Kylo at 9:00 PM.

Respectfully Submitted



Elizabeth A. Vance
Deputy Clerk